

DOE Weekly Field Memo – September 15, 2010

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- **Tour NASA's Traveling 3-D Space Exhibit: Exploration Experience at Vermont Tech Jam 3.0**

Updated: Model Policies on Minimum and Optimal Class Size

Audience: All

The Model Policies on Minimum and Optimal Class Size that was sent out earlier this month included a model policy from the Vermont School Boards Association. We appreciate their assistance in helping us meet this obligation. The goal of the policies is to assist boards in fashioning class sizes which ensure the delivery of optimal educational services, while at the same time being responsible from the standpoint of cost. These policies have been updated since they were first posted. View model policies at http://education.vermont.gov/new/html/resources/model_policies.html#class_size.

Contact: Mark Oettinger, General Counsel, at (802) 828-3135 or mark.oettinger@state.vt.us

Legislative Requirement: Harassment Prevention Policies

Audience: Principals, Superintendents

It has once again come to our attention that a number of public schools do not have harassment prevention policies that conform to Vermont's statutory requirements. At some point during the next three to six months we will be asking all schools to send their harassment policies to the department for review. These policies need to be at least as stringent as the Commissioner's model policy which can be accessed at http://education.vermont.gov/new/html/resources/model_policies.html#harassment.

Commissioner Vilaseca is therefore encouraging you to adopt this model if you have not already done so. Contact: Barbara Crippen, Legal Counsel, at (802) 828-5937 or barbara.crippen@state.vt.us

2011 National Assessment of Education Progress (NAEP) Assessment Window

Audience: Superintendents, Principals, School Test Coordinators, Teachers

The National Assessment of Educational Progress (NAEP) will be administered to a sample of fourth- or eighth-grade students in your school between **January 24 and March 4, 2011**. Students will be assessed in mathematics, reading, or science. Students will spend about 90 minutes completing the assessment, including answering questions in one subject area and answering questions about themselves and their educational experiences. Each school principal and the teachers of the subjects being assessed will also complete a questionnaire. As principals, you are essential partners in NAEP. You make an important contribution to NAEP by working closely with your students, teachers and staff and explaining why the

assessment is important. Mark your calendars for this important assessment. For more information on testing visit http://education.vermont.gov/new/html/pgm_assessment/data.html#naep.
Contact: Challis Breithaupt, NAEP State Coordinator, (802) 828-5892 or challis.breithaupt@state.vt.us

Health Education 101

Audience: Health Educators, Classroom Teachers, Nurses, School Counselors, Prevention Specialists

Prevention educators are passionate about reducing tobacco use and other risky behaviors in the youth populations they serve. Partnerships between health educators and community-based prevention efforts will enhance student learning. The goal of these workshops is to enhance school health education through better coordination between community-based partnerships and health educators. This workshop is the first in a series of three and will focus on characteristics of effective health education, health education standards and research that supports the use of backwards design. For more information, visit http://education.vermont.gov/new/html/dept/calendar.html#nov_101.
Contact: Kate Larose at (802) 828-0565 or kate.larose@state.vt.us

An Introductory Forum on Vermont's School-wide Positive Behavior Interventions and Supports (VTPBiS) with Dr. George Sugai

Audience: Superintendents, Special Education Directors, Principals, Curriculum Coordinators, other school staff

Registration **Deadline is September 24, 2010**. This event is a department and University of Vermont collaborative learning opportunity for individuals and schools who are exploring VTPBiS for possible school-wide implementation in the 2010-11 School Year. Anyone is welcome. School staff members are encouraged to attend as teams with a principal or assistant principal. The National Framework Positive Behavior Interventions and Supports at (PBIS) is not a model, but a compilation of research-based practices, interventions and systems integrated to improve the educational experience of all students, including those with disabilities. This training will be Thursday, September 30, 2010 from 8:30 a.m.–3:30 p.m. at the Killington Grand Hotel, Killington, VT. Access online registration at: <http://education.vermont.gov/new/html/dept/calendar.html#vtpbis>.
Contact: Sabine Baldwin at (802) 828-0183 or sabine.baldwin@state.vt.us

Vermont School Nutrition Association Conference and Food Vendor Show

Audience: Superintendents, Food Service Managers, Nurses

The new and improved annual conference has expanded to two days. Inspirational keynote speakers and a wide variety of 19 workshops featuring expert food service directors and chefs will be relevant to not only school food service, but also to nurses, superintendents, business managers, wellness coordinators, and school board members. Learn new skills and ideas alongside colleagues and other professionals. To register, visit the department's Child Nutrition Program page at http://www.education.vermont.gov/new/html/pgm_nutrition.html#SNA. Hotel rooms are available at a special rate of \$129 per night-- available until Sept. 20, 2010 (or until group block is sold out). To reserve a room online visit the [Double Tree Web site](#) or call the Doubletree Hotel at: (802) 660-7521 and ask for the School Nutrition of Vermont Room Block rate, group code SNA.
Contact: Abbie Nelson at (802) 434-4122 ext 12
DOE Contact: Cheryl Barrows at (802) 828-2447 or cheryl.barrows@state.vt.us

NECAP Workshop Available Online

Audience: Principals, NECAP Test Coordinators, NECAP Test Administrators and Special Educators

On Monday, September 13, Measured Progress and the DOE hosted a WebEx presentation on this fall's NECAP Assessment for new principals and test coordinators. This WebEx seminar was recorded and is now available for those who were not able to participate on the 13th or are unable to attend the NECAP workshops in Colchester and Killington. View a link to the workshop presentation at http://education.vermont.gov/new/html/pgm_assessment/necap.html#webex.
Contact: Mary Ann Minardo, Assessment Coordinator, at (802) 828-5410 or maryann.minardo@state.vt.us

From the Vermont Human Rights Commission:

Investigating Complaints of Harassment in Schools

Audience: Administrators, School Staff Involved in Investigating Complaints of Harassment

Wednesday, October 27th & Tuesday, November 9th, 2010 from 8:30 a.m. – 3:30 p.m. at the Lake Morey Resort, Fairlee, VT. This pair of workshops is designed for school administrators, designated employees, and any other school staff who may be involved in the investigation of complaints of harassment. The first workshop (October 27th) will provide participants with an overview and update of the law, a brief review of the 2009 model harassment policy and terms/definitions, the role of independent reviews, and strategies and issues related to cyberbullying/cyberharassment. The second workshop (November 9th) will focus on skills development: conducting complaint intakes and investigation interviews. In addition, the second workshop will focus on developing investigation plans, maintaining investigation records, analyzing information (evidence), and writing investigative reports.

The cost is \$50.00 per person per workshop (\$100.00 for both days) and includes snacks, lunch and a binder of materials. Please note that the workshop fee is non-refundable. Deadline for registration is **Monday, October 18th, 2010**. HRC cannot send out purchase orders or invoices to schools. To register for the workshop, please send your name, title, and school name via e-mail to Tracey Tsugawa at tracey.tsugawa@state.vt.us. Checks should be made out and sent to the Vermont Human Rights Commission, 14-16 Baldwin Street, Montpelier, VT 05633-6301, ATTN: Tracey Tsugawa. Contact: Tracey Tsugawa at (800) 416-2010 or tracey.tsugawa@state.vt.us

From the U.S. Department of Education and the U.S. Department of Agriculture:

HealthierUS School Challenge

Audience: Principals, Physical Education Teachers, Health Educators, Food Service Managers

The HealthierUS School Challenge (HUSC) establishes rigorous standards for school's food quality, participation in meal programs, physical activity, and nutrition education – key components for healthy and active children – and provides recognition for schools who meet those standards. HUSC award winners receive a certificate of recognition, a plaque, and banner to hang in their school, as well as recognition of the school on the USDA Team Nutrition Web site. Monetary incentives are provided: \$2,000 for schools certified as Gold Award of Distinction; \$1,500 for Gold; \$1,000 for Silver; and \$500 for Bronze. For more information, visit <http://www.fns.usda.gov/tn/healthierus/index.html>

From the Vermont Attorney General's Office:

Human Trafficking Community Meeting: September, 28 2010

Audience: Superintendents, Principals

The Vermont Legislature enacted S.272 creating a Task Force to study human trafficking in Vermont. The Task Force is preparing a report for the Legislature regarding: ways to raise public awareness about human trafficking in Vermont; how Vermont communities can identify, report and prevent acts of human trafficking; victim services for those being trafficked; and Vermont statute changes. Human trafficking consists of labor trafficking and sex trafficking that involves force, fraud or coercion or the victim is under 18 years of age. Terms used to describe these activities are: involuntary servitude; peonage; slavery; debt bondage. The victim does not need to be transported from location to location in order to be trafficked. We are collecting data over the next few months and invite you to attend our community meeting and provide us your wisdom and perspective. Location: Attorney General's Office Third Floor Conference Room, 109 State Street, Montpelier, September 28, 2010 from 9 a.m. to noon. Contact: Amy S. FitzGerald, Assistant Attorney General, at (802) 828-5520 or afitzgerald@atg.state.vt.us

From U.S. Senator Bernie Sanders and Rural Utilities Service Administrator Jonathan Adelstein:

Town Meeting on Broadband in Vermont

Audience: Principals, Superintendents, Technology Coordinators

Saturday, September 25 from 10 a.m. to noon at Vermont Technical College, Judd Hall, Randolph. The focus of this meeting, the first of several on broadband, will be to discuss the plan by Vermont Telephone Company (VTel) to provide wireless, high-speed broadband to residents in all of Vermont's unserved areas. VTel's project will also provide exceptionally fast service to major institutions such as hospitals, schools, libraries, and municipal buildings. At the meeting, Vermonters will have the opportunity to learn more about the project, and to ask questions about what broadband services will be offered,

when they will be offered, and what they will cost. Michel Guite, President of VTel, and Jonathan Adelstein, Administrator of USDA's Rural Utilities Service, will discuss the projects and will be available to answer questions.

Contact: Senator Sanders' Office at (800) 339-9834 or [RSVP & share this event](#) on Facebook. If you are unable to attend, but would like to share your views with Senator Sanders, please visit <http://sanders.senate.gov/contact>.

From The Vermont Department of Labor:

Tour NASA's Traveling 3-D Space Exhibit: Exploration Experience at Vermont Tech Jam 3.0

Audience: Students, Guidance Counselors, Technology Educators, Tech Center Directors, Principals

Can't take your students on a field trip to Silicon Valley? Get them out of the classroom and into the real world at the Vermont 3.0 Tech Jam. This exciting and informative two-day event will bring representatives from Vermont's creative, tech and "green" companies together under one roof. Friday and Saturday, October 15 & 16, Main Street Landing, Performing Arts Center, Burlington Waterfront. School groups encouraged to attend. Friday 10 a.m. to 1 p.m. Free Admission. Students will have an opportunity to see and participate in state-of-the-art tech demos, meet video game designers, listen to local CEOs explain how they got their start, learn how to train for a career with Vermont's coolest companies, and connect what they do in the classroom with cutting edge technology in use right here in Vermont. Here is a link of the exploration page and a short video of the exhibit:

<http://www.nasa.gov/exploration/outreach/index.html>.

Contact: John Young at (802) 652-0307 or john.young@state.vt.us

Weekly Field Memo is Online!

The DOE Weekly Field Memo is archived on the Department of Education Web site at http://education.vermont.gov/new/html/dept/field_memo.html. Field Memos and the corresponding attachments are available for download. For Field Memo information three months or older, or for other questions, please contact Jill Remick, communications director, at (802) 828-3154 or jill.remick@state.vt.us.

FOR MORE INFORMATION:

For the Department of Education Web site see: <http://education.vermont.gov/>. For upcoming events or professional development opportunities, see the DOE Calendar of Events located at: <http://education.vermont.gov/new/html/dept/calendar.html>.

Main Department Line: (802) 828-3135

NOTE: For comments or questions specific to the messages above, please contact the person listed. DO NOT reply to this message.

This Field Memo is posted weekly by the Department of Education to better organize our e-communications to the field. There may be times when separate messages from the department will still be sent.